



Board Meeting

May 13, 2009 – 3:30 PM- 4:30 PM

Chief Justice's Office ~ 1st Floor, Supreme Court

Attendees:

Tom Trenbeath, Chief Justice VandeWalle, Pam Schafer, Charles Placek, Amy Vorachek, Sue Davenport (scribe)

Not present:

Lisa Feldner, Leann Bertsch

- Approve minutes
 - Chief motions to approve, Tom seconds, minutes approved.
- CJIS Status
 - SAVIN - Amy
 - Amy reviewed the SAVIN LPO status report with the committee. She discussed the yellow items listed on the report:
 - The DOCR did not go on-line April 30th; she is working with the vendor on a new on-line date. Data issues appear to be the main cause for the delay; Appriss is working with the DOCR to find a solution.
 - Courts Module: The design document is complete.
 - Chuck suggested Appriss should have one or two key people on site for the Courts module in the beginning. He stated that if there would have been more on-site meetings with the Appriss, the DOCR may have been finished by now.
 - Amy stated the design document is in place for the Courts and will help with the project transitioning into that module. She agreed that it would be nice if Appriss could be on-site one or two times. Chuck urged they come on-site for the Court's initial implementation. The Chief is concerned that the Courts have a lot on their plate besides SAVIN. Also, both vendors should be here at the same time in order for the meetings to be the most effective. Amy stated that Tyler and Appriss have worked together in the past and appear to have a good relationship. Communication has been positive and effective. December is the target date to begin working with the Courts.
 - The Vine Data Feed is completed.
 - Expected accomplishments for next SAVIN Executive Steering Committee meeting:
 - The DOCR and Appriss have expected on-line date of June 30, 2009
 - Sex offender module
 - Additional Jails will be added which are the LERMS agencies
 - Clarified the Risk Management Section is a project management term to list possible risks and potential solutions. It is not the agency division.

- Variance report – The variance report is a part of LPO quarterly reporting. Currently, 7.4% over schedule and 15.2% under cost. Brandi stated the variance is measured against what you originally plan in the planning process of project. If variance is 20%+/- this is where it is elevated to SITAC and the Legislative IT Committee.
- Statistics:
 - Amy discussed the Vine statistics handout. The statistics shows how people are searching through the phone or internet. It shows calls into toll free line, calls going out to the victim, and when victim has entered their pin. Emails delivered, percentage of calls made and confirmed. Victims may be registering for both internet and phone.
- Overall, good feedback has been received from contributing agencies. Amy has spoken to some victims, one is excited that this is coming to Burleigh. Amy spoke to one in Grand Forks and they love it.
- If an agency has a victim, they can register the victim unless the victim is against it. "Victims who are not registered must be given prompt notice, by the law enforcement agency that has made an arrest in any case involving a crime of violence, of any hearing in which the arrested person's pretrial release status will be determined. If the alleged offender in a crime of violence is scheduled to be released before an appearance in court, the custodial authority shall give prompt notice to the victim and witness or, if unavailable, to the arresting law enforcement agency, which shall provide the notice to the victim or witness. The law enforcement agency or custodial authority may fulfill its obligation to notify by registering the victim with the system."
- Pam referred to century code on the state's liability: "If a statewide automated victim information and notification system is established, the system operator user agency shall ensure that an offender's information contained in the system is updated to timely notify a victim that an offender has been released or discharged or has escaped. The failure of the system to provide notice to the victim does not establish a cause of action by the victim against the state or any custodial authority."
- CJIS - Pam
 - The new CJIS website is live.
 - Pam reviewed the CJIS Project Status with the board. The Status report is available at:
<http://www.nd.gov/cjis/committees/executive/docs/status/2009/2009-05.pdf>
 - CJIS has sent a mailing of the CJIS posters to stakeholders. Chuck requested Amy to send SAVIN posters to him for the DOCR all staff meeting in May.
 - Bismarck and Fargo can still use SAVIN without interfacing with the CJIS Portal as this is a separate interface.
- Board Structure Update – Pam, Lisa (unable to attend)
 - Received letters from three agencies for their designees. Chief will create a letter to designate Sally Holewa and send to Lisa. Tom will also provide a letter to Lisa. The



Police and Sheriff's Associations will submit letters after their next quarterly meeting.

- Next Meeting – June 9, 2009 (Fort Totten Room)
 - The new board starts August 1st.
 - Chief moves to adjourn. Tom seconds. Meeting adjourned 4:21 PM